



# Coffee Break Training - Emergency Medical Services

## Special Event Planning

No. EMS-2013-5 July 10, 2013

**Learning Objective:** The student shall be able to identify the objective and considerations for Emergency Medical Services planning for special events.

Planning the EMS components of a special (planned) event should be integral to any jurisdiction's or agency's planning process. While having an ambulance on standby may be appropriate for some smaller events, and many nongovernmental agencies will set up first-aid stations to support an event, involving all components of the EMS system in the plan is critical for a smooth operation when something is outside the normal expectations.

Considerations for the special event plan should include:

- Type of event: location, size, expected duration, history.
- Potential hazards/risks: participants/attendees, vehicles/debris, environmental/weather, alcohol/drugs.
- Number of agencies involved: single or multiple jurisdictions.
- Resources required: transport/nontransport, bikes/golf carts, Command Staff, aviation.
- Facilities required: first-aid stations, triage/treatment/casualty collection areas.
- Kinds and types of logistical support.
- Known limitations or restrictions: access/egress, political, financial.
- Available communications.
- Safety: responder/staff.

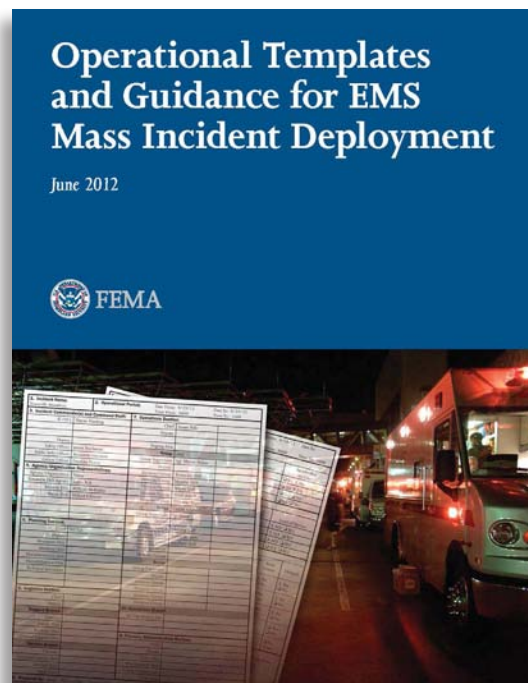
Estimation of the number of ambulances needed may be done with the following formula (based on the Belgium Ambulance Methodology that appeared in the journal, Prehospital and Disaster Medicine):  $X = Nt/Tn$ .

- "X" = number of ambulances required.
- "N" = number of people requiring transport.
- "t" = round-trip travel time to hospital, including time to return to service (in hours).
- "T" = total time available for operations (in hours).
- "n" = number of people to be transported per ambulance.

Predictive modeling of expected patient transport at a mass gathering should include the following questions:

- Is the population seated or mobile?
- Is the event fenced or walled?
- Is it indoor or outdoor?
- Is it a sporting event?
- What is the relative humidity (percent)?
- Number of expected attendees?
- Day or night, or both?

For more EMS special event planning resources, download Operational Templates and Guidance for EMS Mass Care Incident Deployment from U.S. Fire Administration Publications at [www.usfa.fema.gov/publications](http://www.usfa.fema.gov/publications) or apply to attend "Emergency Medical Services: Special Operations" (R0152) at the National Fire Academy at [www.usfa.fema.gov/nfa](http://www.usfa.fema.gov/nfa).



For archived downloads, go to:

[www.usfa.fema.gov/nfa/coffee-break/](http://www.usfa.fema.gov/nfa/coffee-break/)